

FY17 Supplier Diversity Plan

Statement of Commitment

Eastern Washington University is committed to ensuring equal opportunity for vendors, suppliers, and service providers who service the university. EWU is committed to enhancing the diversity and inclusion of those businesses when competing for public works projects, to provide goods, equipment and services. Supplier diversity will improve competition and better position procurement and contracting activities with the increasing diversity of businesses within the local area, State of Washington and the nation.

It is the intent of Eastern Washington University to identify steps to improve outreach, inclusion, participation and awareness within our procurement and contracting practices. EWU is committed to providing the maximum practical opportunity for diverse business enterprises, including small, disadvantaged, minority, women-owned, and veteran-owned business (MWBE/VOB), to participate in competition for any and all procurement and contracting by EWU.

Responsibility

Eastern Washington University procurement and contracting practices are to be consistent and in accordance with all applicable state policies and laws, federal policies and laws, and university guidelines and policies. No provision shall be construed as granting any unlawful preferences to vendors or any stakeholders.

Strategic Approach

Eastern Washington University will take a methodical, pro-active approach in trying to achieve the following:

- Ensure equity of opportunity and encourage participation of MWBE and VOB businesses.
- Promote the consideration of MWBE and VOB businesses in sourcing decisions.
- Assist in the education of MWBE and VOB businesses on how to do business with Eastern Washington University.
- Encourage large suppliers and contractors doing business with EWU to develop plans for diversity programs with their subcontractors and suppliers.
- Encourage vendor/contractor MWBE and VOB certification and participation on the Washington Electronic Business Solutions (WEBS).
- Ability to measure meaningful progress.

Strategies

In order to set meaningful, realistic and attainable goals, Eastern Washington University will participate in strategic outreach activities including but not limited to the following:

- The Procurement and Contracts Department will post solicitations on the Washington Electronic Business Solutions (WEBS) website developed and administered by the State of Washington to encourage successful competition by MWBE and VOB Businesses.
- The Procurement and Contracts Department will post MWBE and VOB links on EWU website so campus community can search for potential MWBE and VOB vendors. Vendors can search this website for valuable information.
- Review of contracting and procurement documents and practices which may hinder or create barriers to the procurement process.
- Provide data as requested to State of Washington as required under statute.

- Setting procurement goals which are in line with State of Washington.
- Provide applicable training to all stakeholders.
- Provide guidance to vendors when issues arise during the solicitation process or compliance.
- Procurement and Contracts staff will search federal database for potential MWBE and VOB vendors as WEBS is primarily utilized by WA State certified vendors.
- Purchases will be un-bundled when practicable to maximize MWBE and VOB business participation.

Outreach

- Obtain list of registered vendors from: WA State Office of Minority and Women Owned Businesses (OMWBE) and Federal Government and send them outreach letter with information on doing business with EWU and WA State.
- Partner with OMWBE to host MWBE and VOB vendor fair at EWU.
- Reach out to regional universities to assist and participate with vendor fair.
- Include EWU facilities Department as part of outreach plan when dealing with public works procurement.
- The Procurement and Contracts Department will participate in vendor outreach programs offered by various WA State agencies such as OMWBE and DES.
- EWU will encourage vendors that qualify but are not certified MWBE and VOB businesses to register and obtain state and federal certification.
- Purchasing and Contracts Department will direct potential vendors to links to other sites that assist MWBE and VOB businesses.
- Direct EWU campus departments to Procurement and Contracts website to obtain information relating to MWBE and VOB businesses when procuring goods and services.
- Reach out to State Agencies and Higher Education Institutions to seek out best practices.

Review and Assessment

Eastern Washington University will review all competitive procurement policies, procedures, contract language and forms to ensure transparent, fair and open competition. The Supplier Diversity Program will be reviewed and updated annually to reflect any adjustments to our on-going efforts to promote supplier diversity and inclusion.